

**DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES  
JOB OPPORTUNITY  
INFORMATION TECHNOLOGY ANALYST 1**

**Open to:** The Public  
**Location:** CONNECTICUT VALLEY HOSPITAL  
**Program/Unit:** ADMINISTRATIVE & SUPPORT SERVICES DIVISION –INFORMATION TECHNOLOGY  
**Job Posting #:** CV106473  
**Shift/Schedule/Hours:** 1<sup>st</sup> Shift/ Monday – Friday 8:30 a.m. to 4:00 p.m. – 35 hours weekly  
**Salary:** \$ 55,544.00 - \$ 71,114.00 annually  
**Closing Date:** November 13, 2013

**Eligibility:** This is a competitive position. Candidates must have applied for and passed the EXAM TITLE exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

**Duties may include but not limited to:** This position will be performing desktop and network services support for the users; Desktop Services: Rebuilds PCs and reconfigures to accommodate user specific settings; resolves simple to moderate problems including problems with audio visual equipment by providing support on hardware and software products. Must diagnose and resolves PC hardware and software problems using Microsoft diagnostic tools. Provides support to user community to resolve desktop connectivity issues. Provides moderately complex service support for desktops. Considerable knowledge of IT equipment and diagnostic tools including audio visual equipment and media software; knowledge of principles and concepts of network environments; knowledge of computer operating systems including Windows 7. Network Services: Assist in implementation of network components, system hardware and software upgrades. Concept of network design and development, and assist with diagnosing and resolving simple network issues. Must have considerable technical problem solving skills and considerable logic and analytical skills. Initiates required repairs or replacements and works with vendors when necessary. Installs new software or updates existing software releases of simple to moderate complexity. Coordinates installations, modifies and maintains PC hardware and software. This position will provide customer service to users. Provides related duties as required.

**Note:** Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

**PLEASE SEND APPLICATIONS TO:**

**Connecticut Valley Hospital  
Page Hall ~ Human Resources Division  
P.O. BOX 351 ~ Silver Street  
Middletown, CT 06457  
Fax: (860) 262-5055 - E-Mail: [CVH-RECRUIT@ct.gov](mailto:CVH-RECRUIT@ct.gov)**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. **(P-4)**